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FM COMNAVRESFOR NORFOLK VA//N003/N5//

TO NAVRESFOR

NAVOSO

INFO CNO WASHINGTON DC//N095//

COMNAVRESFORCOM NORFOLK VA//N01A//

BT

UNCLAS //N1650//

MSGID/GENADMIN/COMNAVRESFOR NORFOLK VA//

SUBJ/2011 DEPARTMENT OF DEFENSE (DOD) RESERVE FAMILY READINESS AWARD -  
CALL FOR NOMINATIONS//

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/JAMES.D.WARREN(AT)NAVY.MIL//

RMKS/1. DOD ESTABLISHED SUBJECT ANNUAL FAMILY READINESS AWARD WAS  
ESTABLISHED IN 2000 TO RECOGNIZE THE TOP RESERVE COMPONENT UNIT THAT  
DEMONSTRATES OUTSTANDING FAMILY READINESS WHILE MAINTAINING SUPERIOR  
MISSION READINESS. THE ASSISTANT SECRETARY OF DEFENSE FOR RESERVE  
AFFAIRS WILL AWARD THE FY2011 DOD RESERVE FAMILY READINESS AWARD TO  
THE

UNIT SELECTED BY EACH RESERVE COMPONENT AT THE PENTAGON HALL OF HEROES  
IN FEBRUARY 2012.

2. ACTION: SUBMISSIONS SHOULD BE NO MORE THAN TWO PAGES THAT ADDRESS  
THE FOLLOWING FOUR OBJECTIVES:

A. DEMONSTRATE THE LINKAGE BETWEEN FAMILY READINESS AND MISSION  
READINESS:

(1) DEFINE KEY FAMILY READINESS PROGRAM ELEMENTS AND BEST PRACTICES TO  
ACHIEVE MAXIMUM UNIT MISSION READINESS.

(2) DEMONSTRATE HIGH PERCENTAGE OF FAMILY/SPOUSE CONTACT AND SHOW EACH  
SPOUSE HAS A DESIGNATED UNIT FAMILY READINESS POINT OF CONTACT.

(3) DEMONSTRATE HIGH PERCENTAGE OF REQUIRED MEMBERS POSSESS  
EXECUTABLE,

INDIVIDUAL FAMILY READINESS/FAMILY CARE PLANS.

(4) SHOW EVIDENCE OF UNIT LEVEL COMMUNICATIONS AND COMMAND SUPPORT FOR  
FAMILY READINESS AND ITS CONTRIBUTIONS TO MISSION READINESS.

B. DEMONSTRATE HOW UNIT IMPLEMENTED FAMILY READINESS PROGRAMS AND  
SERVICES IMPROVE QUALITY OF LIFE AND SUPPORT UNIT MORALE AND  
RETENTION:

(1) INCREASE UNIT QUALITY OF LIFE PROGRAMS AND INCREASE RECRUITMENT/  
RETENTION LEVELS.

(2) HIGH PERCENTAGE OF FAMILY DEFENSE ENROLLMENT ELIGIBILITY REPORTING  
SYSTEM (DEERS) ENROLLMENT AND POSSESS VALID DEPENDENT IDENTIFICATION  
CARDS.

(3) UNIT INTRODUCES A NEW FAMILY READINESS PROGRAM OR IMPROVES UPON AN  
EXISTING FAMILY READINESS PROGRAM OR SERVICE.

(4) UNIT SHOWS IMPROVED MEMBER SATISFACTION WITH QUALITY OF LIFE AND  
FAMILY SUPPORT ON POST-MOBILIZATION, TRANSFER, SEPARATION, OR  
RETIREMENT  
SURVEYS.

(5) UNIT DISPLAYS EVIDENCE OF A SUCCESSFUL STRATEGIC COMMUNICATION  
PLAN.

C. DEMONSTRATE HOW UNIT PROVIDES MEMBERS AND FAMILIES WITH TRAINING ON  
FAMILY BENEFITS AND ENTITLEMENTS:

(1) UNIT SHOWS DEDICATED FUNDING IN COMPONENT BUDGETS FOR FAMILY  
READINESS AND QUALITY OF LIFE PROGRAMS AND AN INCREASED EMPOWERMENT OF  
COMMANDERS AT ALL LEVELS TO USE FUNDS TO SUPPORT FAMILY READINESS.

(2) UNIT SHOWS HIGH PERCENTAGE OF MEMBERS AND FAMILY WHO RECEIVE CRITICAL

FAMILY PROGRAM INFORMATION (E.G. WELCOME ABOARD PACKAGES, EDUCATION BRIEFS, AND COMMAND COMMUNICATIONS).

D. DEMONSTRATE HOW THE UNIT STANDARDIZES FAMILY READINESS PROGRAMS TO ENSURE RESERVE COMPONENT FAMILIES ARE SEAMLESSLY INTEGRATED INTO THE TOTAL FORCE.

(1) UNIT ESTABLISHES A SET OF STANDARDS FOR TOTAL FORCE FAMILY READINESS.

(2) RESERVE UNIT FAMILY READINESS PROGRAMS ARE INTEGRATED WITH TOTAL FORCE (LOCAL ACTIVE COMPONENT BASE OR STATION, ETC).

(3) RESERVE UNIT FAMILY READINESS TEAM ESTABLISH CLEAR WORKING RELATIONSHIPS WITH ACTIVE COMPONENT FAMILY READINESS CONTACTS.

(4) RESERVE UNIT FAMILIES SUCCESSFULLY CONTACT FAMILY READINESS POINTS OF CONTACT DURING DEPLOYMENTS.

(5) RESERVE UNIT CONTRIBUTIONS TO WORLDWIDE OPERATIONS HAS BEEN ENHANCED

BY THE QUALITY OF THE UNIT FAMILY READINESS PROGRAM.

(6) UNIT HAS LOW PERCENTAGE OF MEMBERS WHO ARE NOT MOBILIZATION READY DUE

TO FAMILY READINESS-RELATED ISSUES.

(7) UNIT HAS LOW PERCENTAGE OF PERSONNEL RETURNING EARLY FROM DEPLOYMENT

DUE TO FAMILY READINESS-RELATED ISSUES.

3. FOR EACH OBJECTIVE A DEFINITION OF THE ELEMENTS IN A NARRATIVE FORMAT

SHOULD BE FOLLOWED BY MEASURABLE QUANTITATIVE ITEMS SUCH AS: NUMBERS OF DEPENDENTS WITH ID CARDS, PERCENTAGES OF NOT MOBILIZATION READY RESERVISTS

DUE TO FAMILY READINESS ISSUES, PERCENTAGE OF RESERVISTS WITH FAMILY CARE

PLANS, ETC.

4. ECHELON V AND VI COMMANDS SHALL SUBMIT NOMINATION PACKAGES THROUGH THEIR CHAIN OF COMMAND. EACH ECHELON IV COMMAND SHALL CONDUCT A LOCAL BOARD AND SUBMIT ONE PACKAGE TO REACH COMMANDER, NAVY RESERVE FORCES COMMAND (N003), 1915 FORRESTAL DR, NORFOLK, VA 23551 NLT 11 NOVEMBER 2011.

5. RELEASED BY CAPT J. E. COLE, CHIEF OF STAFF, COMMANDER NAVY RESERVE FORCES COMMAND.//

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